

**NATIONAL ASSOCIATION OF BENEFITS & INSURANCE PROFESSIONALS
OHIO CHAPTER | POLICY AND PROCEDURE**

POLICY TITLE:	CE Offering
CLASSIFICATION:	Education
POLICY NUMBER:	2008-1202
MOTION:	Bob Quirk
SECONDED:	Randy Klein
DATE SUBMITTED (INITIAL):	December 18, 2008
DATE APPROVED	December 18, 2008
APPROVED BY:	Board of Directors
RENEWED:	November 18, 2010
MOTION:	John Woods
SECONDED:	Steve Brubaker
APPROVED BY:	Board of Directors
RENEWED:	October 18, 2012
MOTION:	Randy Klein
SECONDED:	Sam Fiorentino
APPROVED BY:	Board of Directors
SUNSET DATE:	November 2014
RENEWED:	September 2014
MOTION:	Sam Fiorentino
SECONDED:	Debbie Boop
APPROVED BY:	Board of Directors
SUNSET DATE:	November 2016
RENEWED:	September 2016
MOTION:	Lee Nathans
SECONDED:	Carol Conway
APPROVED BY:	Board of Directors
SUNSET DATE:	November 2018
RENEWED:	March 12, 2019
MOTION:	Carol Conway
SECONDED:	Ingrid Martin
SUNSET DATE:	March 2023
RENEWED:	January 19, 2023
MOTION:	Andrew Toppin
SECONDED:	Barb Gerken
SUNSET DATE:	March 2025

Policy:

NABIP Ohio proposes expanding the offering of NABIP Ohio filed CE's to groups of agents or non-agents outside of the NABIP Ohio membership. In line with our NABIP goal to educate America, any NABIP Ohio member in good standing may offer an NABIP Ohio CE to a group of agents following the procedure as outlined below. The course presenter will pay for the fees accompanying the CE's offered. Failure to follow the procedure indicated will result in that member not being able to offer CE's in the future.

Procedure:

1. NABIP Ohio course dates/places must be filed by NABIP Ohio no later than 30 days prior to meeting. The instructor's credentials should be verified by NABIP Ohio Admin and/or the NABIP Ohio CE Chair before approval of a rental request.
2. A description of the meeting format, location, and timeframe including break times must be a part of a rental request. (Course outlines should be available to member renting course for proper format submission to NABIP Ohio)
3. NABIP Ohio Course Roster filings must also be filed by NABIP Ohio. This can be submitted to NABIP Ohio admin electronically or paper format (NPN # and names must be typed). The member renting should have attendees complete the Ohio Insurance continuing Education Course Roster Sign in Sheet provided by NABIP Ohio, and fax/mail /email to the NABIP Ohio office. A check payable to NABIP Ohio for rental in the amount of \$3.00 per credit hour, per attendee should also be included. The member renting the course must also agree to be responsible for obtaining NPN numbers for submission and also follow up with attendees in the event of a rejected NPN by ODI, Ohio Department of Insurance. This would also include any "late" attempts by attendees left off of initial roster submissions.
4. Any advertising/announcement of an NABIP Ohio course by the member must be approved by the designated NABIP Ohio board member.